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AUTHOR Staatse, Holly
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ABSTRACT

These three reports present instructional data for Mercer County Community College for Summer and Fall 1980 and Spring 1981. The first report, covering summer sessions from 1974 through 1980, examines instructional hours, class size, student credit hours (SCRH), student contact hours (SCH), income/cost measures, instructional staff, full-time equivalent (FTE) faculty, instructional coverage by staff category, and the academic calendar. The Fall and Spring reports focus on student enrollment and student/faculty ratios, class size, instructional staff and FTE faculty, instructional hours, income/cost measures, and academic administration, covering 1976 through 1981. Selected findings include the following: (1) there was a 4.2% decrease in total instructional hours from Summer 1979 (520.4) to Summer 1980 (498.7); (2) summer class size increased from an average of 20.8 in 1979 to 23.5 in 1980; (3) increases in SCRH and SCH were also evident in Summer 1980; (4) a comparison of Fall 1979 and Fall 1980 instructional data reveals a 6.2% increase in instructional hours (3,006.5 vs. 3,193.7), a 2.7% increase in class size (26.4 vs. 27.1), and an increase in the amount of instruction performed on an overload or adjunct basis; (5) measures such as FTE student enrollment, SCRH, instructional hours, FTE faculty, student/staff ratios, class size, SCR per FTE faculty always decreased in the Spring compared to the previous Fall. (AYC)

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INSTRUCTIONAL DATA, FY 1981

Holly Staatse
Research Assistant

Office of Institutional Research
Mercer County Community College

New Jersey

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Instructional Data, Summer 1980

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Thomas Collins

Director

Office of Institutional Research

INSTRUCTIONAL DATA

SUMMER, 1980

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SUMMARY AND HIGHLIGHTS

This report summarizes, with all available supportive information included, instructional data for Summer, 1980. For purposes of comparison, summary tables containing data from previous summers are also included.

The total instructional hours are 498.7 as compared to 520.4 hours for Summer, 1979 (down 4.2%). This net decrease of 21 hours is due largely to the decrease of 56 in PEN/GSC hours (92.0 hours in Summer, 1979; 36.0 hours for Summer, 1980). The instructional hours increased by 12.8% for West Windsor Campus; the James Kerney Campus, however, shows a decrease for the third consecutive year (down 34% from Summer, 1979). The instructional hours for evening and Saturday classes have increased (12%), while the day hours are down by 16% (due primarily to the decrease in the PEN/GSC figures). For more details, see Table 1.

When PEN/GSC figures are included, the overall average class size shows an increase from 20.8 in Summer, 1979 to 23.5 for Summer, 1980 (up 2.7 students). An increase occurred in every category except Lab/Studio and classes taught by Technical Assistants. PEN/GSC had the greatest increase in average class size of all the categories, up 51% from Summer, 1979. For more information on average class size refer to Table 2.

The total student credit hours (SCRH) are up to 9,187 for Summer, 1980, an increase of 18% over last year's 7,775 credit hours (PEN/CSC figures excluded, see Table 3). The total student contact hours (PEN/GSC figures excluded) are also up from 9,330 in Summer, 1979 to 10,851 for Summer, 1980, an increase of 16%. Increases occurred in every category (except PEN/GSC) and in each division except Instructional Resources and Allied Health (see Table 4). More information on student credit hours and contact hours appears in Table 5.

The instructional staff data indicate that seven faculty members taught during the Summer, 1980 as normal teaching load. Two of these faculty members will be applying the summer teaching hours towards their Fall, 1980 load, a total of 6.0 instructional hours. Fifty-eight faculty members taught overloads, and there were 34 adjunct faculty (see Table 6). Table 7 has data on percent of coverage by full-time faculty. Day hours and JKC hours covered by full-time faculty have increased by eight and twelve percent respectively.

The data for student contact hours per FTE staff are delineated in Table 8. FTE staff is counted as equivalent to six semester hours for faculty (overload and adjunct) and 20% of the fall and spring semester load for technical assistants. There is a slight decrease in instructional staff full-time equivalents compared to last year (84.47, Summer 1979; 81.09, Summer 1980). Student contact hours per FTE staff shows a large increase overall, (128 Summer, 1979; 145 Summer, 1980).

The academic calendar analysis that appears in Table 9 excludes FEN/GSC figures. The A session has remained essentially the same in total instructional hours even though the day hours have decreased and the evening hours have increased over the past two years (see Table 9). Increases occurred in the other three sessions in both the day and the evening. The distribution of instructional hours is as follows:

FIGURE A
SUMMER ACADEMIC SESSIONS

	1978	1979	1980
A Session	32%	33%	30%
B Session	24%	23%	24%
C Session	44%	36%	35%
D Session	--	8%	11%
	100%	100%	100%

Source: Job #ZECF025 in Appendix, page 39.

TABLE 1

INSTRUCTIONAL HOURS

	Su 74[a]	Su 75	Su 76	Su 77	Su 78	Su 79	Su 80
Total MCCC	611.0	497.3	456.0	439.5	466.7	520.4	498.7
West Windsor	444.0	394.3	339.6	330.7	363.5	384.4	433.7
Kerney Campus	77.0	29.0	54.4	72.8	58.2	44.0	29.0
PEN/GSC	90.0	74.0	62.0	36.0	45.0	92.0	36.0
Day	342.5	293.3	256.5	241.3	234.6	296.4	248.8
Evening/Sat.	268.5	204.0	199.5	198.2	232.1	224.0	249.9
Lecture/Recn.	454.0	316.1	301.3	266.0	311.0	350.0	333.0
Lab/Studio	157.0	181.2	154.7	173.5	155.7	170.4	165.7
Normal Load Fac.	36.0	25.0	25.7	56.3	47.8	40.7	40.3
Technical Ass't.	45.0	66.2	63.0	72.3	75.6	73.5	77.[illegible]
Overload	530.0	406.1	259.3	252.7	259.3	274.6	266.8
Adjunct			108.0	58.2	84.0	131.6	114.5
Divisions:							
Commerce						87.7	80.6
Arts & Communications						51.0	47.5
Math & Engineering						92.7	112.5
Humanities						133.6	113.1
Instructional Resources						57.8	40.6
Allied Health						38.1	41.9
Sciences						59.5	62.5

[a]Excludes 30 hours of WIN for departmental teaching hours.

Source: Job # ZECF021, ZECF023/B, ZECF023A/B, ZECF023/C, and ZECF024/B in Appendix, pages 13, 21, 22, 39.

TABLE 2

CLASS SIZE

	Su 74	Su 75	Su 76	Su 77	Su 78	Su 79	Su 80
Total MCCC	19.6	23.2	22.8	22.3	20.4	20.8	23.5
Excluding PEN/GSC						21.8	23.5
West Windsor	N.A.	24.1	23.9	23.0	21.4	22.2	23.8
Kerney Campus	N.A.	23.5	20.3	19.9	14.5	17.8	18.7
PEN/GSC	24.4	18.7	18.7	21.3	19.8	16.1	24.3
Day	19.2	22.8	22.8	20.3	18.8	20.0	21.0
Evening/Sat.	20.1	25.4	24.0	24.6	22.1	23.4	25.6
Lecture/Recn.	20.9	23.6	23.1	23.7	20.3	21.5	24.4
Lab/Studio	18.0	22.4	22.2	20.2	20.7	22.3	21.8
Normal Load Fac.	20.7[a]	22.0	28.3	19.3	21.4	21.8	29.6
Technical Ass't.	16.4[a]	21.8	22.5	20.3	20.3	21.9	19.3
Overload/Adjunct	18.9[a]	23.5	22.5	23.2	20.3	20.5	23.7
Divisions:							
Commerce						24.1	28.1
Arts & Communications						14.8	19.4
Math & Engineering						22.7	24.7
Humanities						19.9	23.7
Instructional Resources						15.5	19.1
Allied Health						23.9	20.9
Sciences						23.1	22.8

[a]Excludes 30 hours of WIN for departmental teaching hours.
Source: Job # ZECF023/A, ZECF022, and ZECF022A in Appendix, pages 19, 21.

TABLE 3

STUDENT CREDIT HOURS (SCRH)

	Su 74	Su 75	Su 76	Su 77	Su 78	Su 79	Su 80
Total MCCC	N.A.	9,306	7,197	7,091	7,017	7,775	9,187
Divisions:							
Commerce						1,590	1,766
Arts & Communications						480	585
Math & Engineering						1,943	2,468
Humanities						1,563	2,183
Instructional Resources						753	777
Allied Health						436	464
Sciences						1,010	944

Note. Excludes PEN/GSC.

Source: Job #ZECF020/E in Appendix, subtracting the PEN/GSC SCRH, page 32.

TABLE 4

STUDENT CONTACT HOURS (SCH)

	Su 74	Su 75	Su 76	Su 77	Su 78	Su 79	Su 80
Total MCCC	11,985	11,553	10,392	9,805	9,527	10,812	11,724
PEN/GSC	2,199					1,492	873
Lecture/Recn.	7,745	7,543	6,962	6,294	6,306	7,259	8,111
Lab/Studio	4,240	4,010	3,430	3,511	3,221	3,553	3,613
Normal Load Fac.	705[a]	550	727	1,087	1,024	888	1,193
Technical Ass't.	740[a]	1,442	1,418	1,482	1,532	1,610	1,486
Overload/Adjunct	8,341[a]	9,561	8,247	7,236	6,971	8,314	9,045
Divisions:							
Commerce						2,113	2,267
Arts & Communications						757	920
Math & Engineering						2,101	2,780
Humanities						2,661	2,675
Instructional Resources						897	777
Allied Health						911	877
Sciences						1,372	1,428

[a]Summer, 1974 - Excludes PEN & WIN.

Source: Job #ZECF023/A, ZECF023/B and ZECF024/C in Appendix, pages 18, 21.

TABLE 5

INCOME/COST MEASURES

	Su 74	Su 75	Su 76	Su 77	Su 78	Su 79	Su 80
Total SCRH	N.A.	9,306	7,197	7,091	7,017	7,775	9,165
Normal Load Fac. Hours	36.0	25.0	25.7	56.3	47.8	40.7	40.3
Tech. Ass't. Hours	45.0	66.2	63.0	72.3	75.6	73.5	77.1
Over/Adjunct Hours	530.0	406.1	367.3	310.9	343.3	406.2	345.3
Total Hours	611.0	497.3	456.0	439.5	466.7	520.4	462.7
Weighted Hours	N.A.	328.8	302.1	299.7	314.5	348.3	309.1
SCRH/Contact Hours	N.A.	18.7	15.8	16.1	15.0	14.9	19.8
SCRH/Contact Weighted Hours	N.A.	28.3	23.8	23.7	22.3	22.3	29.7

Note. PEN/GSC Student Credit hours (SCRH) excluded. PEN/GSC instructional hours excluded first time, Summer 1980. Weighing factors are: Normal Load Fac. = 1, Over/Adjunct = 1/2, Tech. Ass't = 2/3.

Source: Job #ZECF020/E in Appendix, page 32.

TABLE 6

INSTRUCTIONAL STAFF

	Su 76	Su 77	Su 78	Su 79	Su 80
Total MCCC	98	89	103	118	113
Normal Load Fac.	6	9	9	10	7
Technical Ass't.	8	11	15	15	14
Overload	56	51	57	56	58
Adjunct	28	18	22	37	34
Divisions:					
Commerce				18	16
Arts & Communications				9	10
Math & Engineering				21	28
Humanities				32	29
Instructional Resources				14	7
Allied Health				7	8
Sciences				17	15

Note. Could include double accounting of instructors if a person taught in more than one department. Data not available for Summer 1974 and 1975.

Source: Job # ZECF021 in Appendix, page 39.

TABLE 7

THE ONE-COLLEGE CONCEPT

	Su 74	Su 75	Su 76	Su 77	Su 78	Su 79	Su 80
Total Instructional Hours	521.0[a]	497.3	456.0	439.5	466.7	520.4	498.7
% Covered by F/T Staff	78%	81%	77%	88%	82%	75%	77%
Day Hours	275.0[a]	293.3	256.5	241.3	234.6	296.4	248.8
% Covered by F/T Staff	84%	88%	78%	87%	87%	73%	81%
Evening/Sat Hours	246.0[a]	204.0	199.5	198.2	232.1	224.0	249.9
% Covered by F/T Staff	72%	71%	75%	89%	77%	78%	73%
JKC Hours	77.0	29.0	54.4	72.8	58.2	44.0	29.0
% Covered by F/T Staff	52%	52%	80%	82%	74%	57%	69%
PEN/GSC Hours	90.0	74.0	62.0	36.0	45.0	92.0	36.0
% Covered by F/T Staff	N.A.	68%	47%	75%	60%	57%	50%

Note. Percent covered by Full-time Staff includes Faculty and Technical Assistants (Overloads included).

[a]Excludes a total of 90 PEN hours for Summer, 1974.

Source: Job #ZECF024/L in Appendix, page 40.

TABLE 8

FTE STAFF AND INSTRUCTIONAL COVERAGE BY STAFF CATEGORY

	S 74	Su 75	Su 76	Su 77	Su 78	Su 79	Su 80
Total Instructional Hours	521.0[a]	497.3	456.0	439.5	466.7	520.4	498.7
Normal Load Hours	34.0[a]	25.0	27.5	56.3	47.8	40.7	40.3
Tech. Ass't. Hours	45.0[a]	66.2	63.0	72.3	75.6	73.5	77.1
Over/Adjunct Hours	442.0[a]	406.1	367.3	310.9	343.3	406.2	381.3
Total SCH	11,985	11,553	10,392	9,805	9,527	10,812	11,724
Normal Load SCH	705[a]	550	727	1,087	1,024	888	1,193
Tech. Ass't. SCH	740[a]	1,442	1,418	1,482	1,532	1,610	1,486
Over/Adjunct SCH	8,341[a]	9,561	8,247	7,236	6,971	8,314	9,045
Total Inst. FTE	85.18	80.45	73.63	70.86	75.94	84.47	81.09
Normal Load FTE	5.67	4.17	4.28	9.38	7.97	6.78	6.72
Tech. Ass't. FTE	5.84	8.60	8.13	9.60	10.75	9.99	10.82
Over/Adjunct FTE	73.67	67.68	61.22	51.82	57.22	67.70	63.55
SCH per FTE (FT FAC,TA, O/A)	115	144	141	138	125	128	145
SCH per FTE, Normal Load Fac.	124	132	170	116	128	131	178
SCH per FTE, Technical Ass't.	127	168	174	153	143	161	137
SCH per FTE, Overload/Adjuncts	113	141	135	140	122	123	142

Note. FTE CALCULATIONS as follows:

FTE Over/Adjunct = Over/Adjunct Hours ÷ 6

FTE Normal Load = Normal Load Fac. Hours ÷ 6

FTE Tech. Ass't. = Tech. Ass't. Hours ÷ 20% of each TA's Spring and Fall instructional hours

[a]Excludes PEN Hours (2199 SCH) for Summer, 1974.

TABLE 9

ACADEMIC CALENDAR ANALYSIS

	Su 74	Su 75	Su 76	Su 77	Su 78	Su 79	Su 80
Total Hours	521.0	423.3	394.0	403.5	421.7	428.4	462.7
Session A	155.0	147.0	128.0	108.9	141.0	140.5	140.7
Day Hours	84.0	90.0	71.4	56.9	84.7	72.0	66.6
Eve. Hours	71.0	57.0	56.6	52.0	56.3	68.5	74.1
Session B	140.0	101.0	105.2	83.4	94.0	98.1	109.8
Day Hours	89.0	55.0	65.4	47.0	59.0	58.1	68.8
Eve. Hours	51.0	46.0	39.8	36.4	35.0	40.0	41.0
Session C	226.0	175.3	160.8	212.2	186.7	150.8	160.0
Day Hours	102.0	74.3	57.7	101.4	61.9	51.1	50.2
Eve. Hours	124.0	101.0	103.1	109.8	124.8	99.7	109.8
Session D	--	--	--	--	--	34.0	51.2
Day Hours	--	--	--	--	--	20.2	27.2
Eve. Hours	--	--	--	--	--	13.8	24.0

Note. Excludes PEN/GSC hours.

Source: Job #ZECF025 in Appendix, page 39.

Instructional Data, Fall 1980

ACKNOWLEDGEMENTS

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Thomas Collins, Director
Office of Institutional Research

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INTRODUCTION

This report is prepared every year for each academic term (Summer, Fall and Spring) to summarize and document instructional activities. It is used by administrators in Academic Affairs for reviewing and planning purposes. This report includes such information as course enrollments, class size information, instructional staff and academic administration details, in addition to individual instructional staff assignments.

INSTRUCTIONAL DATA - FALL, 1980
SUMMARY AND HIGHLIGHTS

Full-Time Faculty

In comparing instructional data for full-time faculty for Fall 1979 and for Fall 1980, the following findings are evident:

1) the number of instructional hours changed very little (1657.5 in Fall 1979, 1650.5 in Fall 1980);
2) the average number of student contact hours (SCH) increased slightly (one percent, from 456 in Fall 1979 to 461 in Fall 1980); and
3) their average class size increased by two percent (28.7 in Fall 1979 to 29.3 in Fall 1980).

Technical Assistants

Although the number of Technical Assistants increased by two to 25 in Fall 1980, their FTE decreased slightly, reflecting assignment to non-scheduled laboratories and some non-credit course coverage. Other findings for the instructional technical assistants are:

1) they generated 7.3% fewer instructional hours (398.7 in Fall 1979, as opposed to 369.5 in Fall 1980);
2) the average contact hours remained relatively unchanged; and
3) their average class size increased by 6.5% to 24.5 in Fall 1980.

Overload/Adjunct Hours

The FTE instructional staff generated by faculty members on overload contract and by adjunct staff increased 24 percent, from 63.4 in Fall 1979 to 78.2 in Fall 1980. Their average student contact hours increased by four percent (359 in Fall 1979, 373 in Fall 1980), as did their average class size (23.9 in Fall 1979 to 24.9 in Fall 1980).

Adjunct/overload instruction represented in the Fall of 1980, 37 percent of all instruction, an increase of five percent from Fall 1979.

General

In comparing Fall 1979 and Fall 1980 Instructional Data three findings emerge as particularly noteworthy:

1) the rather large increase (6.2%) in instructional hours (3,006.5 in Fall 1979 to 3,1937 in Fall 1980);

2) the increase (2.7%) in the average class size (from 26.4 in Fall 1979 to 27.1 in Fall 1980); and

3) the increase in amount and propotion of instruction performed on an overload/adjunct basis.

INSTRUCTIONAL DATA SUMMARY-AT-A-GLANCE FALL, 1980

Division	Ch.	Instr. Staff (Number) F/T Fac.[1]	TA	Adj.	Other Staff	FTE FACULTY Instructional	Adm. Duties[2]	INSTRUCTIONAL HOURS WL F/T Fac	TA	OL Fac.	Adj.	OL & Adj.	Total	Day	Eve.	JKC	PER/ GSC	Lect./ Rec.	Lab/ Studio
Allied Health	1	16	3	11	1	22.61	3.56	224.5	34.5	27.4	65.2	92.6	351.6	326.4	25.2	5.0	-	57.2	294.4
Commerce	1	12	3	28	4	26.54	2.53	135.0	52.0	73.0	141.1	214.1	401.1	226.4	174.7	30.0	8.0	263.2	137.9
Humanities	1	28	2	27	8	41.06	3.80	377.0	-	116.7	121.2	237.9	614.9	438.9	176.0	62.8	27.0	614.9	-
Inst Resources	1	8	2	18	7	16.98	2.40	104.0	24.0	58.6	77.2	135.8	263.8	204.4	59.4	60.0	-	239.1	24.7
Math & Engineering	1	26	6	40	3	37.39	3.02	357.0	117.0	124.6	164.0	288.6	762.6	455.8	306.8	29.0	10.0	490.2	272.4
Sciences	1	15	6	13	1	25.44	1.33	199.0	54.0	48.0	49.0	97.0	390.0	292.0	98.0	13.0	-	186.0	204.0
Telecommunications	1	2	1	4	0	4.53	1.17	33.0	9.0	9.5	16.0	25.5	67.5	54.5	13.0	-	-	16.5	51.0
Visual & Perf Arts	1	14	2	10	1	19.80	2.18	221.0	39.0	27.1	55.1	82.2	342.2	260.1	82.1	6.0	-	99.1	243.1
MCCC	8	121	25	151	25	204.35	18.89	1650.5	369.5	484.9	688.8	1173.7	3193.7	2258.5	935.2	207.8	45.0	1966.2	1227.5

INSTRUCTIONAL DATA SUMMARY-AT-A-GLANCE FALL, 1980 (continued)

Division	CLASS SIZE Ave.	Ave. Minus PEN	Lect./ Rec.	Lab./ Stud.	Fac. NL	O/A	TA	SCH PER FTE FAC. F/T Fac.	TA	O/A	Total	SCRH	SCH	F/T Fac. Instr. Workload Reductions (Hrs.)[2]
Allied Health	21.3	21.3	35.0	18.6	22.8	20.0	14.8	382	170	300	331	4494	7483	$45+9^{OL}$ + 15^{CH}
Commerce	32.5	32.6	34.2	29.4	38.5	28.3	34.5	558	598	425	492	10502	13045	23 + 15^{CH}
Humanities	29.9	29.9	27.7	-	32.4	26.0	-	484	-	390	427	17888	18375	42 + 15^{CH}
Instr Resources	24.3	24.3	22.8	39.2	27.6	19.1	40.0	417	960	286	378	5461	6423	6 + 15^{CH}
Math & Engineering	28.1	28.1	31.4	22.0	29.9	27.6	23.7	470	504	414	452	18122	21397	$30+7^{OL}$ + 12^{CH}
Sciences	27.1	27.1	32.6	22.0	32.0	21.6	22.3	490	349	324	415	7647	10555	$6+9^{OL}$ + 12^{CH}
Telecommunications	24.9	24.9	39.9	20.0	19.4	32.7	22.9	355	206	491	371	1354	1679	3 + 15^{CH}
Visual & Per Arts	22.3	22.3	24.0	21.6	23.9	20.0	18.1	419	392	301	386	5017	7638	$16.5+3^{OL}$ + 15^{CH}
MCCC	27.1	27.1	29.5	23.3	29.3	24.9	24.5	461	424	373	420	70485	86595	$171.5+27^{OL}$ +114^{CH}

Note: Includes PEN & GSC courses, unless indicated.

[1] A faculty member achieving a normal load in two divisions is counted twice. The total is adjusted.

[2] Includes non-credit instructional load. For more details, see table on page 68.

Source: ZECF020/E, 23/A, 23A/A, 24/B, 24/D, 24/E 24/L, 24/M, 24/N, 24/O.

DATA ANALYSIS

Student Enrollment and Student/Faculty Ratios

The college has again had an increase in FTE student enrollment. When compared with Fall, 1979, the full-time student FTE has increased by 5.2% (1,444 in Fall, 1979; 1,519 in Fall, 1980). The part-time FTE enrollment has increased 12.6% (818, Fall, 1979; 921, Fall, 1980). These figures represent the largest total full- and part-time FTE enrollments in the history of the College. The increase in FTE compared to is 7.9%. The actual FTE student enrollment over the last five years appears in Table 1 on page 7. For further details on student enrollment for this semester, see Appendix A on page 20.

The student credit hours (SCRH) data include the SCRH of all credit courses as of December 1, 1980. The increase in student credit hours has been in direct proportion to the increase in FTE student enrollment. Compared with Fall, 1979, the full-time SCRH have increased 3.1% (41,729 in Fall, 1979; 43,038 in Fall, 1980). The part-time SCRH increased 13.3% (24,337, Fall, 1979; 27,576, Fall, 1980). The total SCRH are up by 6.9%. For student credit hour information over a five year period see Table 2 on page 7. For more details on this semester's SCRH, see Appendix E on page 77.

The average student credit hour load for full-time students has continued to decrease slightly, presently down to 14.16 hour per full-time student, a one percent decrease over Fall, 1979. For part-time students the average student credit hour load has shown a slight upswing over the past three fall semesters;

Table 1
Full-time Equivalent (FTE) Student Enrollment

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Percent Change Over Fall 1979
Full-Time FTE	1,152	1,269	1,370	1,164	1,387	1,202	1,444	1,288	1,519	5.2
Part-Time FTE	751	752	738	725	744	814	818	816	921	12.6
TOTAL FTE	2,263	2,021	2,108	1,889	2,131	2,016	2,262	2,104	2,440	7.9

Table 2
Student Credit Hours (SCRH) Generated by Semester

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Percent Change Over Fall 1979
Full-Time SCRH	46,295	37,752	41,241	33,995	41,354	35,416	41,729	36,284	43,038	+ 3.1
Part-Time SCRH	22,335	20,560	22,135	20,402	22,064	23,209	24,337	24,481	27,576	+13.3
TOTAL SCRH	66,630	58,312	63,376	54,397	63,418	58,625	66,066	60,765	70,614	+ 6.9

Note. These figures are considered unofficial until verified by the auditors.

Source: Student Admissions and Records Office.

December 1, 1980

this semester up to 4.56 (a 0.9% increase over last fall). Table 3 on page 9 has data on average SCRH load for the last five years.

The student to faculty ratio has remained about the same since Fall, 1979 (23.9 FTE students to one FTE faculty). Ratios for the last five years appear on Table 4, page 9. More information on this semester can be found on page 22.

Average Class Size

Compared with Fall, 1979, the average class size has increased by 2.7% (26.4 in Fall, 1979; 27.1 in fall, 1980). The class size has increased in all categories except James Kerney Campus and Lecture/Recitation classes, down 2.2% and 2.3% respectively. The largest increases occured in PEN/GSC courses and Modular courses, up 8.3% and 12.5% respectively. Other substantial increases took place in the Lab/Studio classes (up 6.9%) and the Technical Assistant's classes (up 6.5%). The catogories with the largest classes are PEN/GSC classes (28.7 students per class), Evening/Weekend classes (28.3), Lecture/Recitation classes (29.5, and class covered by normal load faculty (29.3). Longitudinal data on average class size appear on Table 5, page 10. More information on this semester's average class size data appear in Appendix B page 32.

Instructional Staff and FTE Faculty

The number of persons designated as full-time faculty numbered 122 this fall, an increase of 5; the FTE generated by the full-time faculty remained approximately the same (104.86, Fall, 1980). The technical assistants numbered 25, up by 2, even though their FTE decreased by 2.5% (21.25, Fall 1980). The adjunct faculty numbered 151 in Fall, 1980. For the first time this year, the adjunct figures exclude the

Table 3
Average Student Credit Hour Load by Semester

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Percent Change Over Fall 1979
Average Load for:										
Full-Time Student	15.5	14.9	15.1	14.6	14.77	14.60	14.30	14.19	14.16	- 1.0
Part-Time Student	4.6	4.6	4.62	4.69	4.49	4.52	4.52	4.55	4.56	+ 0.9

Table 4
Student/Faculty Ratio Over the Last Five Years

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Percent Change Over Fall 1979
FTE Student / FTE Instr. Staff	24.6	21.6	23.0	21.0	22.7	22.5	24.0	22.7	23.9	NS

Note: Calculations are shown on page 22.

Table 5
Average Class Size by Semester

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Percent Change Over Fall 1979
MCCC	27.4	24.5	25.9	24.0	25.5	25.0	26.4	24.8	27.1	+ 2.7
Campus										
WW	27.5	24.6	26.0	24.4	26.0	25.4	26.7	25.3	27.5	+ 3.0
JKC	24.1	21.3	22.1	18.9	20.1	21.2	22.5	21.7	22.0	- 2.2
PEN/GSC	33.6	29.8	31.0	21.1	20.7	22.7	26.5	20.7	28.7	+ 8.3
Time										
Day	27.4	24.4	25.7	24.1	25.8	25.1	26.1	25.0	26.6	+ 1.9
Eve/Sat	27.5	24.6	26.0	24.2	25.6	25.2	27.1	25.2	28.3	+ 4.4
Type										
Lect/Rec	32.4	28.4	30.3	27.7	29.0	29.0	30.2	28.5	29.5	- 2.3
Lab/Studio	21.6	19.8	20.8	19.6	21.3	20.1	21.8	19.8	23.3	+ 6.9
Session										
Regular Sem	27.4	24.6	26.0	24.1	25.8	25.1	26.4	24.8	27.3	+ 3.4
Second Module	26.8	22.2	23.6	22.8	18.4	23.7	21.6	24.4	24.3	+12.5
Workload										
FAC/NL	29.7	26.2	28.1	25.8	28.3	27.1	28.7	26.4	29.3	+ 2.1
TA/NL	22.8	20.6	22.0	20.6	22.5	20.6	23.0	20.7	24.5	+ 6.5
O/A	25.0	23.0	23.3	21.7	22.0	32.9	23.9	23.8	24.9	+ 4.2

Source: ZECF 022/D, 024/F, 024/K, Appendix B: Class Size Measures, page 31.

non-faculty employees of the College (e.g., administrators) who taught a class. Now their hours are counted as overload together with regular faculty overload hours. In Fall, 1980 the number of non-faculty staff teaching a course was 25, and the number of full-time faculty with overload was 84. The FTE faculty generated by overload increased to 32.32, and the FTE generated by adjunct was 45.92. Table 6 on page 12 has more information on the trends over the last five years. The size of each Academic Division by staff category can be found on Table 7, page 13.

Instructional coverage as measured by the average student contact hours (SCH) generated per full-time equivalent (FTE) staff increased only 1.2% over Fall, 1979 (from 419 to 424). The overload/adjunct increased the most (3.9%) going from 359 in Fall, 1979 to 373 in Fall, 1980. Table 8 on page 14 shows longitudinal data on student contact hours. Appendix C, page 52 has further information on this semester's instructional coverage.

Instructional Hours

The normal load instructional hours of full-time faculty has remained relatively the same (decreasing only 0.4% to 1,650.5 in Fall, 1980). The technical assistant hours have decreased by 7.3% (from 398.7 to 369.5). The overload/adjunct hours showed a substancial increase (23.5%) over Fall, 1979 (from 950.3 to 1,173.7). See Table 9, page 15.

The total instructional hours have increased 6.2% over Fall, 1979 (3,006.5 in Fall, 1979; 3,193.7 in Fall, 1980). There was an increase of 22% in the number of instructional hours taught at the James Kerney Campus (170.0, Fall, 1979; 207.8, Fall, 1980). PEN/GSC instructional hours dropped 65% from 127 hours in Fall, 1979 to 45 hours in Fall, 1980. The total day instructional hours have increased by 5.6% and the evening hours increased by 7.9%. See Table 10, page 17.

Table 6
Instructional Staff (Numbers and FTE)

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Percent Change Over Fall 1979
Full-Time Faculty[a]	120	123	125	127	119	117	117	116	122	+ 4.3
FTE F/T Faculty[b]	108.3	105.9	105.96	106.82	102.04	100.42	104.29	98.96	104.86	+ 0.5
No. of F/T Staff w/OL	86	78	74	80	84	79	69	71	109[c]	—
% of F/T Staff w/OL	77.7%	63.4%	59.2%	63.0%	70.6%	67.5%	62.7%	61.2%	90.1%[c]	—
FTE OL for F/T Fac	21.73	20.73	20.05	19.71	23.43	18.41	18.02	17.66	32.32[c]	—
Technical Assistants	21	24	22	23	21	22	23	23	25	+ 8.7
TA FTE	21.00	23.33	22.00	22.11	20	20.5	21.8	21.7	21.25	- 2.5
Adjunct Faculty	115	119	133	104	143	130	154	174	151	—
Adjunct Faculty FTE	32.60	30.26	35.21	27.19	42.21	36.66	45.33	46.33	45.92	—
Total Instr Hrs	2,933.6	2,842.9	2,939.6	2,792.5	2,996.0	2,808.5	3,006.5	2,931.2	3,193.7	+ 6.2
Total FTE (FAC)	183.65	178.97	183.22	175.83	187.68	175.99	189.44	184.65	206.35	+ 8.9

[a] Including division chairpersons, but excluding faculty on full-time sabbatical leave.

[b] Subtracting administrative, instructional development workload, non-credit community courses, student activity supervision, program or project coordination and various other reductions.

[c] Non-faculty staff who teach are now counted with the overload rather than with the adjunct faculty as in the past.

Source: Appendix C: Instructional Staff, Coverage and Volume, page 52.

Table 7
Size of Academic Divisions

Divisions	Full-Time Faculty[a] Fall 1979	Full-Time Faculty[a] Fall 1980	Technical Assistants Fall 1979	Technical Assistants Fall 1980	Adjunct Faculty Fall 1979	Adjunct Faculty Fall 1980	Staff Fall 1980	Total Instructional FTE Fall 1979	Total Instructional FTE Fall 1980
Allied Health	17	17	3	3	10	11	1	20.39	22.61
Commerce	11	12	3	3	29	28	4	25.10	26.54
Humanities	30	28	1	2	33	27	8	40.81	43.06
Instructional Resources	4	9	2	2	20	18	7	11.91	16.98
Math & Engineering	26	26	6	6	26	40	3	43.21	47.39
Science	14	15	5	6	15	13	1	23.41	25.44
Telecommunications[b]	--	3	--	1	--	4	0	--	4.53
Visual & Performing Arts	15	15	3	2	21	10	1	24.61	19.80
TOTALS	117	122	23	25	154	151	25	189.44	206.35

[a]Includes divisional chairpersons (11 in Fall 78; 7 in Fall 79; 8 in Fall '80).

[b]Telecommunications Division was previously reported with the Visual and Performing Arts Division.

Source: Appendix C: Instructional Staff, Coverage and Volume, page 52.

Table 8
Instructional Coverage by Staff Category

	Fall 1975	Spr 1976	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Percent Change Over Fall 1979
SCH per FTE, F/T Faculty	476	441	465	413	455	424	454	437	456	428	461	+ 1.1
SCH per FTE, TA's	409	365	459	393	422	335	426	369	421	350	424	+ 0.7
SCH per FTE, Overload/Adjunct	382	368	375	345	350	324	330	344	359	356	373	+ 3.9
SCH per FTE, TOTAL	442	409	438	391	420	386	408	400	419	394	424	+ 1.2

Source: ZECF024/M, N, O, page 55.

Table 9
Income/Cost Measures

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Percent Change Over Fall 1979
SCR Hours[a]	64,076	56,275	61,557	53,735	61,736	57,719	64,906	60,516	70,485	+ 8.6
NL Instructional Hours	1,706.7	1,655.0	1,686.7	1,726.4	1,632.9	1,616.2	1,657.5	1,604.1	1,650.5	- 0.4
TA Instructional Hours	423.8	426.0	420.9	358.8	378.5	366.5	398.7	367.1	369.5	- 7.3
O/A Instructional Hours	803.1	754.9	829.0	703.5	984.6	825.8	950.3	960.0	1173.7	+23.5
Total Instructional Hours	2,933.6	2,845.9	2,939.6	2,792.5	2,996.0	2,808.5	3,006.5	2,931.2	3,193.7	+ 6.2
Weighted Hours[b]	2,454.0	2,377.9	2,449.8	2,374.8	2,478.6	2,350.0	2,490.4	2,427.7	2,617.7	+ 5.1
SCRH/Instr Hours	21.8	19.8	20.9	19.2	20.6	20.6	21.6	20.6	22.1	+ 2.3
SCRH/Weighted Instr Hours	26.1	23.7	25.1	22.6	24.9	24.6	26.0	24.9	26.9	+ 3.5

[a]Credit courses only.

[b]Weighting of hours is as follows: NL = 1, TA = ½, O/A = 2/3.

Source: ZECF020/E, page 78.

The percent of the instructional hours covered by full-time faculty or full-time technical assistants (the One-College concept) has been declining over the past five years (this semester down 4 percentage points to 75%). The biggest changes have been the PEN/GSC up 10 percentage points to 56% this semester and the evening hours down 9 percentage points to 45%. See Table 10 on page 17.

Individual Staff Assignments and related tables displaying this semester's data appear in Appendix D on page 60.

Income/Cost Measures

The income/cost measures are derived by dividing the student credit hours by the weighted contact hours of the instructional staff. The weighting is as follows:

Full-time faculty normal load = 1

Overload/Adjunct faculty = 2/3

Technical Assistants = 1/2

The number of student credit hours per contact hour has increased by 2.3% over Fall, 1979 (from 21.6 to 22.1). The student credit hours per weighted contact hour has increased by 3.5% from 26.0 in Fall, 1979 to 26.9 in Fall, 1980. Table 9 on page 15 has longitudinal data on cost measures. For more detailed information on Fall 1980 data, see Appendix E on page 77.

Table 10
The One-College Concept

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Percent Change Over Fall 1979
Total Hours	2,933.6	2,845.9	2,939.6	2,792.5	2,996.0	2,808.5	3,006.5	2,931.2	3,193.7	+ 6.2
% hrs supervised by FT Fac or TA's	83%	84%	82%	84%	80%	80%	79%	77%	75%	
Day Hours	2,093.8	2,014.2	2,067.6	1,970.9	2,111.5	1,944.0	2,139.5	2,030.9	2,258.5	+ 5.6
% by F/T Fac or TA's	92%	93%	92%	93%	91%	90%	89%	88%	88%	
Eve Hours	839.8	831.7	872.0	821.5	884.5	864.5	867.0	900.3	935.2	+ 7.9
% by F/T Fac or TA's	62%	64%	58%	63%	54%	59%	54%	51%	45%	
JKC Hours	157.0	161.6	163.6	157.4	141.6	170.0	170.0	206.0	207.8	+22.2
% by F/T Fac or TA's	50%	59%	45%	61%	50%	44%	38%	32%	43%	
PEN Hours	45.0	63.0	54.0	66.0	105.0	99.0	127.0	140.0	45.0	-64.6
% by F/T Fac or TA's	67%	57%	63%	68%	53%	58%	46%	50%	56%	

Source: ZECF024/L on page 56.

Academic Administration

The total FTE for academic administration in Fall, 1980 is 14.86 (up 32.7% over last fall). In addition to the chairpersons of the eight academic divisions, 30 faculty members were performing administrative functions or duties other than credit course instruction. See Table 11 on page 19.

Table 11
Academic Administration

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Percent Change Over Fall 1979
Academic Chairpersons	10	11	12	12	11	11	7	8	8	+14.3
FTE for Administration	7.33	8.00	9.14	9.14	8.73	8.72	6.67	7.94	7.30	+ 9.4
Prog. Coord., Asst. to Chairperson, etc.	20	12	13	14	16	21	24	23	30	+25.0
FTE for Adm. Duties	2.12	2.10	2.55	2.45	3.48	3.15	4.53	3.95	7.56	+66.9
Total Adm. FTE	9.45	10.10	11.69	11.59	12.21	11.87	11.20	11.89	14.86	+32.7
FTE Instr. + FTE Adm.	17.5	16.0	14.3	13.8	14.0	13.6	15.0	13.7	12.5	-18.0
FTE Instr. + ½ of TA's + FTE Adm.	18.6	17.3	15.3	14.7	14.9	14.4	16.0	14.6	13.3	-17.5

Source: Table on page 54.

INSTRUCTIONAL DATA, SPRING 1981

ACKNOWLEDGEMENTS

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INSTRUCTIONAL DATA - SPRING, 1981

INTRODUCTION

This report is prepared every year for each academic term (Summmer, Fall and Spring) to summarize and document instructional activities. It is used by administrators in Academic Affairs for reviewing and planning purposes. This report includes such information as course enrollments, class size information, instructional staff and academic administration details, in addition to individual instructional staff assignments.

SUMMARY AND HIGHLIGHTS

Over the past five years, several patterns emerge from the data collected and reported in Instructional Data. There are measures such as FTE student enrollment, student credit hours, total instructional hours, FTE faculty, FTE student/FTE instructional staff, average class size, and student contact hours per FTE faculty which always decrease in the spring compared to the previous fall but if studied from fall to fall or from spring to spring show increasing or constant trends. Among those increasing each fall over the previous fall and each spring over the previous spring are total FTE student enrollment, total instructional hours, student credit hours and total FTE faculty. Each of these measures is dependent on student enrollment which goes down in the spring but overall has increased each year. Student/Faculty ratio, average class size and SCH per FTE faculty show a more constant trend over the past five years.

The average student credit hour load for full-time students over the last few years has shown a steady decrease every semester, while the average student credit hour load for part-time students has shown a steady increase. This is reflected by Mercer's part-time student population becoming a greater portion of the total student body. Since Spring, 1979, the percentage of instructional hours covered by full-time faculty or technical assistants has decreased each semester.

The total administrative FTE has grown over the years. Each spring follows close to the previous fall with little change. The biggest changes come each academic year. Not only has the total administrative FTE increased from 9.5 in Fall, 1976 to 16 in Spring 1981 but the number of FTE instructors to FTE administrators has gone form 17.5 to 11.7. There are more faculty than ever before carrying administrative workloads.

INSTRUCTIONAL DATA SUMMARY-AT-A-GLANCE

SPRING, 1981

Academic Division	Chair Person	Staff (Number) F/T Fac[a]	TA	ADJ	Other Staff	FTE Instructional	STAFF Admin Duties[b]	INSTRUCTIONAL HOURS NL F/T Fac	TA	OL Fac	Adj	OL & Adj	Total	Day	Eve	JKC	PEN/ GSC	Lect/ Rec	Lab/ Studio
Allied Health	1	17	3	11	3	24.81	2.42	232.3	43.2	74.4	44.6	119.0	394.5	368.6	25.9	3.0	3.0	63.5	331.0
Commerce	1	12	3	31	5	27.11	1.88	144.8	53.1	132.1	81.8	213.9	411.8	218.4	193.4	39.0	3.0	287.0	124.8
Humanities	1	28	2	41	7	42.33	3.27	354.8	---	176.2	101.0	277.2	632.0	434.3	197.7	70.8	24.0	629.1	2.9
Instr Res	1	7	2	8	4	7.81	2.20	73.0	---	27.0	17.2	44.2	117.2	78.0	39.2	51.0	—	114.2	3.0
Math & Eng	1	25	5	53	4	50.43	2.41	343.2	91.0	239.2	114.0	353.2	787.4	459.8	327.6	37.0	8.0	510.1	277.3
Sciences	1	14	6	11	2	24.48	1.10	188.5	106.4	41.0	56.6	97.6	392.5	300.5	92.0	17.0	—	167.5	225.0
Telecomm	1	3	1	3	1	4.78	1.00	36.0	2.0	9.0	17.7	26.7	64.7	45.7	19.0	—	—	24.7	40.0
Vis & Per Arts	1	14	2	15	-	20.37	1.67	192.3	38.5	82.6	24.4	107.0	337.8	253.2	84.6	8.0	—	111.3	226.5
MCCC	8	120	24	173	26	202.12	15.95	1564.9	334.2	781.5	457.3	1238.8	3137.9	2158.5	979.4	225.8	38.0	1907.4	1230.5

INSTRUCTIONAL DATA SUMMARY-AT-A-GLANCE

SPRING, 1981

Academic Division	CLASS SIZE Average	Average Without PEN	Lect/ Rec	Lab/ Studio	Fac NL	O/A	TA	SCH per FTE Fac F/T Fac	TA	O/A	Total	SCRH	SCH	F/T Fac Instr Workload Reductions (Hrs.)[b]
Allied Health	17.8	17.6	27.4	16.0	20.4	13.0	17.3	340	249	196	383	4,148	7,027	$43 + 10^{OL} + 14^{CH}$
Commerce	29.8	29.7	30.8	27.4	32.6	27.3	32.1	476	569	409	452	10,152	12,252	$17 + 4^{OL} + 15^{CH}$
Humanities	26.8	26.7	26.7	60.0	29.0	24.0	—	431	--	360	400	16,848	16,946	$46 + 14^{OL} + 15^{CH}$
Instr Res	21.9	21.9	22.0	18.0	24.1	18.4	—	356	--	276	330	2,571	2,571	$18 + 15^{CH}$
Math & Eng	26.3	26.4	28.0	23.2	26.6	24.3	33.0	417	601	365	411	16,556	20,736	$28 + 16.4^{OL} + 15^{CH}$
Sciences	26.3	26.3	33.9	20.6	32.2	21.5	20.2	506	358	323	422	7,322	10,325	$10 + 2^{OL} + 15^{CH}$
Telecomm	30.3	30.3	39.8	24.4	24.3	39.4	17.0	437	34	592	410	1,612	1,960	$3^{OL} + 15^{CH}$
Vis & Per Arts	21.2	21.2	21.7	20.9	22.3	19.3	21.0	383	404	289	351	4,837	7,157	$22.5 + 3^{OL} + 12^{CH}$
HCCC	25.2	25.1	27.9	20.9	26.8	23.1	25.3	420	422	347	391	64,046	78,974	$184.5 + 52.4 + 116^{CH}$

Note. Includes PEN & GSC courses, unless indicated.

[a] A faculty member with a normal load in two divisions is counted twice. The total is adjusted.
[b] Includes non-credit instructional load. For more details, see table on page 69.

Source: ZECF020/E, 231A, 23A/A, 24/B, 24/D, 24/E, 24/L, 24/M, 24/N, 24/O.

DATA ANALYSIS

SPRING, 1981

Student Enrollment and Student/Faculty Ratios

The FTE enrollment for Spring, 1981 increased by 5.5% over Spring, 1980 enrollment, but represents a decline of 9.1% from Fall, 1980 (see Table 1, page 6). Full-time enrollment increased by 37 FTE over Spring 1980, while part-time enrollment increased by 78 FTE. For further details on student enrollment for Spring, 1981, see Appendix A on page 18.

The student credit hours (SCRH) data include the SCRH of all credit courses as of April 1, 1981. The increase in student credit hours has been in direct proportion to the increase in FTE student enrollment. Full-time SCRH have increased by 2.8% over Spring, 1980, while part-time SCRH have increased by 9.6%. For student credit hour information over a five year period see Table 2 on page 6. For more details on this semester's SCRH, see Appendix E on page 77.

The average student credit hour load for full-time students has decrease slightly, presently down to 14.07 hours per full-time student. Although the Fall to Spring decrease is less than one percent, it does continue a trend of decreasing average student credit hour load for full-time students that has been in evidence every semester for the last three years. For part-time students the average student credit hour load has shown a slight increase each semester over the last three years, presently 4.69 hours per part-time student (3.1% increase over Spring, 1980). Table 3 on page 7 has data on average SCRH load for the last five years.

The student to faculty ratio has decreased 3.1% since Spring, 1980 and 8% since Fall, 1980 (22.0 FTE students to one FTE faculty). Ratios for the last five years appear on Table 4, page 7. More information on this semester can be found on page 19.

Table 1
Full-time Equivalent (FTE) Student Enrollment

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Spr 1981
Full-Time FTE	1,152	1,269	1,370	1,164	1,387	1,202	1,444	1,288	1,519	1,325
Part-Time FTE	751	752	738	725	744	814	818	816	921	894
TOTAL FTE	2,263	2,021	2,108	1,889	2,131	2,016	2,262	2,104	2,440	2,219

Table 2
Student Credit Hours (SCRH) Generated by Semester

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Spr 1981
Full-Time SCRH	46,295	37,752	41,241	33,995	41,354	35,416	41,729	36,284	43,038	37,284
Part-Time SCRH	22,335	20,560	22,135	20,402	22,064	23,209	24,337	24,481	27,576	26,822
TOTAL SCRH	66,630	58,312	63,376	54,397	63,418	58,625	66,066	60,765	70,614	64,106

Note. These figures are considered unofficial until verified by the auditors.

Source: Student Admissions and Records Office. April 1, 1981

Table 3
Average Student Credit Hour Load by Semester

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Spr 1981
Average Load for:										
Full-Time Student	15.5	14.9	15.1	14.6	14.77	14.60	14.30	14.19	14.16	14.07
Part-Time Student	4.6	4.6	4.62	4.69	4.49	4.52	4.52	4.55	4.56	4.69

Table 4
Student/Faculty Ratio Over the Last Five Years

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Spr 1981
FTE Student / FTE Instr. Staff	24.6	21.6	23.0	21.0	22.7	22.5	24.0	22.7	23.9	22.0

Note: Calculations are shown on page 19.

Average Class Size

Compared with Spring, 1980, the average class size, ACS, has increased from 24.8 to 25.2 in Spring, 1981. The ACS for spring semesters has always been slightly lower than fall semesters, and over the past five years fluctuations from year to year have been very slight. Noteworthy increases include PEN/GSC which has increased 46% over Spring, 1980 to 30.3 and Technical Assistant's classes up 22% to 25.3. One decrease that stands out is the Module session classes (down 14%). Longitudinal data on average class size appear on Table 5, page 9. More information on this semester's average class size data appear in Appendix B, page 29.

Instructional Staff and FTE Faculty

The number of persons designated as full-time faculty numbered 120 this spring, an increase of 4; the FTE generated by the full-time faculty remained approximately the same, however (99.53 FTE full-time faculty). The technical assistants numbered 24, up by 1, even though their FTE decreased slightly (20 FTE, Spring, 1981). The adjunct faculty numbered 173 in Spring, 1981 with an increase in FTE faculty of 12%. A total of 26 non-faculty MCCC staff taught in Spring, 1981; additionally, 79 full-time faculty carried overload generating a total overload FTE of 30.48. Table 6 on page 10 has more information on trends over the last five years. The size of each Academic Division by staff category can be found on Table 7, page 11.

Instructional coverage as measured by the average student contact hours (SCH) generated per full-time equivalent (FTE) staff has varied very little over the past few years and is presently at the same point (391) it was in Spring, 1977. The full-time faculty and overload/adjunct SCH per FTE's decreased slightly from last Spring but the SCH per the technical assistant's FTE increased greatly over Spring, 1980, up 21% from 350 to 422 in Spring 1981.

Table 5
Average Class Size by Semester

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Spr 1981
MCCC	27.4	24.5	25.9	24.0	25.5	25.0	26.4	24.8	27.1	25.2
Campus										
WW	27.5	24.6	26.0	24.4	26.0	25.4	26.7	25.3	27.5	25.4
JKC	24.1	21.3	22.1	18.9	20.1	21.2	22.5	21.7	22.0	21.1
PEN/GSC	33.6	29.8	31.0	21.1	20.7	22.7	26.5	20.7	28.7	30.3
Time										
Day	27.4	24.4	25.7	24.1	25.8	25.1	26.1	25.0	26.6	25.2
Eve/Sat	27.5	24.6	26.0	24.2	25.6	25.2	27.1	25.2	28.3	24.9
Type										
Lect/Rec	32.4	28.4	30.3	27.7	29.0	29.0	30.2	28.5	29.5	27.9
Lab/Studio	21.6	19.8	20.8	19.6	21.3	20.1	21.8	19.8	23.3	20.9
Session										
Regular Sem	27.4	24.6	26.0	24.1	25.8	25.1	26.4	24.8	27.3	25.7
Second Module	26.8	22.2	23.6	22.8	18.4	23.7	21.6	24.4	24.3	20.9
Workload										
FAC/NL	29.7	26.2	28.1	25.8	28.3	27.1	28.7	26.4	29.3	26.8
TA/NL	22.8	20.6	22.0	20.6	22.5	20.6	23.0	20.7	24.5	25.3
O/A	25.0	23.0	23.3	21.7	22.0	32.9	23.9	23.8	24.9	23.1

Source: ZECF 023/D, 024/F, 024/K, Appendix B: Class Size Measures, page 29.

Table 6
Instructional Staff (Numbers and FTE)

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Spr 1981
Full-Time Faculty[a]	120	123	125	127	119	117	117	116	122	120
FTE F/T Faculty[b]	108.3	105.9	105.96	106.82	102.04	100.42	104.29	98.96	104.86	99.53
No. of F/T Staff w/OL	86	78	74	80	84	79	69	71	109[c]	105
% of F/T Staff w/OL	77.7%	63.4%	59.2%	63.0%	70.6%	67.5%	62.7%	61.2%	90.1%[c]	87.5%
FTE OL for F/T Fac	21.73	20.73	20.05	19.71	23.43	18.41	18.02	17.66	32.32[c]	30.48[c]
Technical Assistants	21	24	22	23	21	22	23	23	25	24
TA FTE	21.00	23.33	22.00	22.11	20	20.5	21.8	21.7	21.25	20.00
Adjunct Faculty	115	119	133	104	143	130	154	174	151	173
Adjunct Faculty FTE	32.60	30.26	35.21	27.19	42.21	36.66	45.33	46.33	45.92	52.11
Total Instr Hrs	2,933.6	2,842.9	2,939.6	2,792.5	2,996.0	2,808.5	3,006.5	2,931.2	3,193.7	3137.9
Total FTE (FAC)	183.65	178.97	183.22	175.83	187.68	175.99	189.44	184.65	206.35	202.12

[a]Including division chairpersons, but excluding faculty on full-time sabbatical leave.

[b]Subtracting administrative, instructional development workload, non-credit community courses, student activity supervision, program or project coordination and various other reductions.

[c]Non-faculty staff who teach are now counted with the overload rather than with the adjunct faculty as in the past.

Source: Appendix C: Instructional Staff, Coverage and Volume, page 52.

Table 7
Size of Academic Divisions

Divisions	Full-Time Faculty[a]		Technical Assistants		Adjunct Faculty		Staff		Total Instructional FTE	
	Fall 1980	Spr 1981	Fall 1980	Spr 1981	Fall 1980	Spr 1981	Fall 1980	Spr 1981	Fall 1980	Spr 1981
Allied Health	17	17	3	3	11	11	1	3	22.61	24.81
Commerce	12	12	3	3	28	31	4	5	26.54	27.11
Humanities	28	28	2	2	27	41	8	7	43.06	42.33
Instructional Resources	9	7	2	2	18	8	7	4	16.98	7.81
Math & Engineering	26	25	6	5	40	53	3	4	47.39	50.43
Science	15	14	6	6	13	11	1	2	25.44	24.48
Telecommunications	3	3	1	1	4	3	0	1	4.53	4.78
Visual & Performing Arts	15	14	2	2	10	15	1	0	19.80	20.37
TOTALS	125	120	25	24	151	173	25	26	206.35	202.12

[a]Includes divisional chairpersons.

Source: Appendix C: Instructional Staff, Coverage and Volume, page 51.

Table 8
Instructional Coverage by Staff Category

	Fall 1975	Spr 1976	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Spr 1981
SCH per FTE, F/T Faculty	476	441	465	413	455	424	454	437	456	428	461	420
SCH per FTE, TA's	409	365	459	393	422	335	426	369	421	350	424	422
SCH per FTE, Overload/Adjunct	382	368	375	345	350	324	330	344	359	356	373	347
SCH per FTE, TOTAL	442	409	438	391	420	386	408	400	419	394	424	391

Source: ZECF024/M, N, O, page 54.

Table 8 on page 12 shows longitudinal data on student contact hours. Appendix C, page 51, has further information on this semester's instructional coverage.

Instructional Hours

The normal load instructional hours of full-time faculty has decreased 2.4% compared to Spring 1980 (1,604.1, Spring, 1980; 1,564.9, Spring 1981). The technical assistants' hours have also decreased since Spring, 1980 (down 9.0% from 367.1 to 334.2). The increase came with the overload/adjunct hours, up 29% over Spring 1980 (from 960.0 to 1,238.8). The total instructional hours increased 7.1% over Spring, 1980 (from 2,931.2 to 3,137.9). The same kind of increase/ decrease appeared in Fall, 1980 when compared to Fall, 1979 (see Table 9, page 14).

Over the years the total spring instructional hours (as well as the day instructional hours) decreased from the previous fall, but from fall to fall and from spring to spring there was a steady growth. Over the past two years, both the JKC hours and the evening hours have increased every semester (see Table 10, page 15).

The percentage of instructional hours covered by full-time faculty or full-time technical assistants (the One-College Concept) has been declining over the past five years (this semester down 5 percentage points compared to Spring, 1980 and down 3 percentage points compared to Fall, 1980). This constant decrease shows in the day as well as the evening classes. The coverage by full-time faculty at JKC fluctuates a great deal with no pattern discernible. See Table 10 on page 15.

Individual Staff Assignments and related tables displaying this semester's data appear in Appendix D on page 59.

Table 9
Income/Cost Measures

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Spr 1981
SCR Hours[a]	64,076	56,275	61,557	53,735	61,736	57,719	64,906	60,516	70,485	64,046
NL Instructional Hours	1,706.7	1,655.0	1,686.7	1,726.4	1,632.9	1,616.2	1,657.5	1,604.1	1,650.5	1,564.9
TA Instructional Hours	423.8	426.0	420.9	358.8	378.5	366.5	398.7	367.1	369.5	334.2
O/A Instructional Hours	803.1	754.9	829.0	703.5	984.6	825.8	950.3	960.0	1,173.7	1,238.8
Total Instructional Hours	2,933.6	2,845.9	2,939.6	2,792.6	2,996.0	2,808.5	3,006.5	2,931.2	3,193.7	3,137.9
Weighted Hours[b]	2,454.0	2,377.9	2,449.8	2,374.8	2,478.6	2,350.0	2,490.4	2,427.7	2,617.7	2,557.9
SRCH/Instr Hours	21.8	19.8	20.9	19.2	20.6	20.6	21.6	20.6	22.1	20.4
SCRH/Weighted Instr Hours	26.1	23.7	25.1	22.6	24.9	24.6	26.0	24.9	26.9	25.0

[a]Credit courses only.

[b]Weighting of hours is as follows: NL = 1, TA = ½, O/A = 2/3.

Source: AECF020/E, page 78.

Table 10
The One-College Concept

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Spr 1981
Total Hours	2,933.6	2,845.9	2,939.6	2,792.5	2,996.0	2,808.5	3,006.5	2,931.2	3,193.7	3,137.9
% hrs supervised by FT Fac or TA's	83%	84%	82%	84%	80%	80%	79%	77%	75%	72%
Day Hours	2,093.8	2,014.2	2,067.6	1,970.9	2,111.5	1,944.0	2,139.5	2,030.9	2,258.5	2,158.5
% by F/T Fac or TA's	92%	93%	92%	93%	91%	90%	89%	88%	88%	86%
Eve Hours	839.8	831.7	872.0	821.6	884.5	864.5	867.0	900.3	935.2	979.4
% by F/T Fac or TA's	62%	64%	58%	63%	54%	59%	54%	51%	45%	41%
JKC Hours	157.0	161.6	163.6	157.4	141.6	170.0	170.0	206.0	207.8	225.8
% by F/T Fac or TA's	50%	59%	45%	61%	50%	44%	38%	32%	43%	40%
PEN Hours	45.0	63.0	54.0	66.0	105.0	99.0	127.0	140.0	45.0	38.0
% by F/T Fac or TA's	67%	57%	63%	68%	53%	58%	46%	50%	56%	16%

Source: ZECF024/L on page 55.

Income/Cost Measures

The income/cost measures are derived by dividing the student credit hours by the weighted contact hours of the instructional staff. The weighting is as follows:

Full-time faculty normal load = 1

Overload/Adjunct faculty = 2/3

Technical Assistants = 1/2

The number of student credit hours per weighted contact hour has increased from 24.9 in Spring, 1980 to 25.0 in Spring, 1981. Spring semester ratios always tend to be lower than those for the previous fall, over the past few years both the fall to fall and spring to spring student credit hours per weighted contact hour ratios have increased. Table 9 on page 14 has longitudinal data on cost measures. More details on Spring, 1981 data can be found in Appendix E, page 77.

Academic Administration

The total FTE for academic administration in Spring, 1981 is 15.95 (up 7.3% over Fall, 1980) with 31 faculty members performing administrative functions or duties other than credit course instruction. Spring, 1981 compares more closely to Fall, 1980, as in the past when the pattern is every spring follows its previous fall. See Table 11 on page 17.

Table 11
Academic Administration

	Fall 1976	Spr 1977	Fall 1977	Spr 1978	Fall 1978	Spr 1979	Fall 1979	Spr 1980	Fall 1980	Spr 1981
Academic Chairpersons	10	11	12	12	11	11	7	8	8	8
FTE for Administration	7.33	8.00	9.14	9.14	8.73	8.72	6.67	7.94	7.30	7.30
Prog. Coord., Asst. to Chairperson, etc.	20	12	13	14	16	21	24	23	30	31
FTE for Adm. Duties	2.12	2.10	2.55	2.45	3.48	3.15	4.53	3.95	7.56	8.65
Total Adm. FTE	9.45	10.10	11.69	11.59	12.21	11.87	11.20	11.89	14.86	15.95
FTE Instr. ÷ FTE Adm.	17.5	16.0	14.3	13.8	14.0	13.6	15.0	13.7	12.5	11.7
FTE Instr. ÷ ½ of TA's ÷ FTE Adm.	18.6	17.3	15.3	14.7	14.9	14.4	16.0	14.6	13.3	12.4

Source: Table on page 53.

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